

# Audit Committee

30<sup>th</sup> September 2019



**Report of:** Chief Internal Auditor

**Title:** Internal Audit Activity Report for Period 1<sup>st</sup> April 2019 to 31<sup>st</sup> August 2019

**Ward:** N/A

**Officer Presenting Report:** Simba Muzarurwi, Chief Internal Auditor

## Recommendation

The Audit Committee considers the work of the Internal Audit Team (IA), during the period of 1<sup>st</sup> April to 31<sup>st</sup> August 2019, and the results thereof and agrees to the proposed amendments to the 2019/20 Internal Audit Plan and revised assurance opinions.

## Summary

This report provides details of the work carried out by Internal Audit during the second quarter of 2019/20 and the results of that work. This is the second planned update provided by Internal Audit during 2019/20.

## The significant issues in the report are:

- Key messages from the work completed to date are provided in section 2 of the Activity Report
- Proposed changes to the Internal Audit Assurance Plan are provided in section 2
- Proposed revisions to Internal Audit Opinions as provided in section 3, paragraph 3.7
- Appendix A to the Activity Report provides summary details, including key findings and recommendations, for a selection of reports where the level of assurance was concluded at 'Limited', to give the Committee the opportunity to explore these areas further, should it wish to do so.



**Policy**

1. Audit Committee Terms of Reference.

**Consultation**

2. **Internal** - None
3. **External** - None

**Context**

4. This is the second 'in year' Internal Audit (IA) Activity report to the Audit Committee. The Activity reports are designed to provide the Committee with a summary view of the work completed by the Service throughout the year to date and the results of that work. The Activity reports are provided to:
  - Provide an overview of the work of Internal Audit to date.
  - Present the assurance work completed by the Internal Audit team during the period, together with the conclusions drawn from that work.
  - Update the Committee on the Internal Audit recommendations implementation rate.
  - Spotlight audit review outcomes, both positive and negative, to management and the Audit Committee for their consideration and action, where appropriate.
  - Provide an overview of the work of the Internal Audit Counter-Fraud Team in advance of a fuller report to Committee in November 2019

The Activity Report covering the period 1<sup>st</sup> April 2019 to 31<sup>st</sup> August 2019 can be found at Appendix (A).

**Proposal**

5. The Audit Committee note the report.

**Other Options Considered**

6. N/A

**Risk Assessment**

7. The work of Internal Audit minimises the risk of failures in the Council's internal control, risk management and governance arrangements, reduces fraud and other losses and increases the potential for prevention and detection of such issues. Areas of significant risk are detailed in the report.

## Public Sector Equality Duties

- 8a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
  - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
    - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
    - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
    - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
  - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
    - tackle prejudice; and
    - promote understanding.
- 8b) No equality impact assessment is required for this report. The matters concern internal control, governance and risk management arrangements only.

## Legal and Resource Implications

**Legal** – Not sought

**Financial** – None arising from this report.

**Financial advice provided by** N/A

**Land/Property** – Not applicable

<Land/property advice provided by N/A

**Human Resources** – Not applicable

**HR advice provided by** N/A

**Appendices:**

Appendix A – Internal Audit Activity Report – Period 1<sup>st</sup> April 2019 to 31<sup>st</sup> August 2019

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**Background Papers:**

Various Audit Files